

# GOSHEN TOWNSHIP PERMIT REQUIREMENTS

\*APPLICATION WITH PROPERTY OWNER'S SIGNATURE REQUIRED FOR ALL PERMITS\*

\*\*INSPECTIONS REQUIRED: FINAL, FOUNDATION, PIERS & SIGNS\*\*

COMMERCIAL APPLICATION TYPE	PLANS REQUIRED	NUMBER OF SETS
<b>New Commercial Building</b>	ISR Worksheet	1
<b>Commercial Addition</b>	Full set of construction documents including mechanical and sprinkler drawings as required.	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
	CD of construction documents in pdf format	1
<b>Interior Finish/Alterations</b>	Full set of construction documents including mechanical and sprinkler drawings as required.	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
<b>Accessory Use Structure (including solar panels)</b> (120 sq. ft. and over)	CD of construction documents in pdf format	1
<b>Accessory Use Structure (under 120 sq. ft.)</b>	Site Plan	2
	Elevation	
	Floor Plan	
<b>Façade Renovations</b>	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Elevation	
	Signage Plan (if applicable)	
<b>Tenant Change (no interior changes)</b>	Site Plan	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
	Floor Plan	
	Letter of Intent	
<b>New Sign</b>	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Sign Details	
	Elevation	
	Foundation Plan (if applicable)	
<b>Sign Face Change</b>	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Before/After Elevations	
<b>Temporary Sign</b>	Site Plan	2
	Sign Elevation	
<b>Temporary Tents</b>	Site Plan	3 (1 set for Zoning, 1 set for Fire Department, 1 set returned to applicant)
(Under 200 sq. ft. closed sides)	Tent Details	
(Under 700 Sq. ft. open sides)	Letter of Intent	
<b>Temporary Tents</b>	Site Plan	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Hamilton County)
(200 sq. ft. and over closed sides)	Tent Details	
(700 sq. ft. and over open sides)	Letter of Intent	
<b>Parking Lot</b>	Site Plan	6 (1 set for Zoning, 1 set for Fire Department, 4 sets returned to applicant to submit to Clermont County)
	Parking Stall Details	
	ISR Worksheet	
<b>Fence</b>	Site Plan	2
	Fence Details	
<b>Retaining Wall</b>	Site Plan	5 (1 set for Zoning, 4 sets returned to applicant to submit to Clermont County)
	Wall Details	